PASSENGER TRAVEL

MARINE CORPS TAC-ON

1 May 06

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LPD-1

UNCLASSIFIED

PASSENGER TRAVEL

- **HQMC Passenger Services**
  - LPC-1
    - DSN 225-8072/7762
      - Commercial (703) 695-8072
      - Facsimile 225-8160 or (703) 695-8160
      - Mr. Timothy Vandagriff / Passenger Services (timothy.vandagriff.usmc.mil)

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- **Overview**
  - Defense Travel System
  - CTO Contracts
  - Centralized Billed Accounts
  - CBA Reconciliation Module
  - Premium Class Travel
  - Unused Ticket Reporting
  - Patriot Express Restructure
  - AGTR Issues
  - Other Support Functions

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- **Defense Travel System**
  - To Review or not to review remains a question?
  - Most locations deciding to keep TMO as reviewers
    - Helps launch change
    - Mentorship to users and authorizing officials
    - TMO must review OCONUS travel for AMC first consideration IAW with DTR Part I.
    - MCO 4650.38 in draft (final in next 90 days) compliments DTR Part I requiring TMO review of DTS generated OCONUS travel
  - Business Process Rules formalizes local decision
  - Appendix O outlines entitlement responsibility
  - TMO has no pecuniary liability for DTS Travel
    - Onus is placed on the Authorizing Official

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- **Defense Travel System (Con't)**
  - LDTA is a new relationship for TMOs & CTOs
  - CBA oversight maintained in the TMO
    - CBA reconciliation is complex
    - CTO contracts establish TMO/BOA relationship only
    - CBA module built for TMO and not general users
  - Marine Corps Order 4600.40A mandates CBA use
  - Other services support and use IBAs
    - Support IBA use on demand
    - Maintain CBAs for joint customers without IBAs
    - Ten percent of DoD not eligible for a GTC

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- **Commercial Travel Office (CTO) Contracts**
  - Full & Open CTO contract awards remain challenged
  - Current contracts have been or will be extended
  - CORs stay engaged and elevate contracting concerns through LPD
  - Seize every opportunity to dialog and stay informed
  - Help CTOs articulate traditional and DTS travel concerns through appropriate channels
  - Continue to partner!

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- **Commercial Travel Office (CTO) Contracts**
  - Small business set asides
  - Travel areas 91 & 92
    - MARFORES
    - Yuma & Barstow
  - MID 921
    - DTS-PMO provides contract oversight
    - CORs have been assigned to specific contracts
    - CTOs required to submit reports to PMO

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- **Centralized Billed Accounts**
  - We can help
    - Set up new accounts
    - Request extensions
    - Increase account limits
    - Liaison with BOA & CTO
  - You can help
    - Enforce timely reconciliation process
    - Use EAGLS to monitor your accounts
      - Travel and CTO processing fees post to the transaction account
      - Transaction account cycles to the central account every 30 days
    - Constant communication with TVCD/DFAS
    - Prompt follow up
    - Up-channel systemic concerns

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- **CBA Reconciliation Module**
  - Long awaited tool is currently in deployment stage
  - LPD will roll out deliberately to fully evaluate the tool and ensure usability
    - Henderson Hall & Barstow selected as initial sites based on experience level and transaction volume
    - Two successful 30 day billing cycles before we deploy more sites
  - Requires on site training-one day for key personnel
  - DTS-PMO funding training but users pay travel cost
  - Training is being conducted by regions
  - Implementation requires new CBA accounts and closure of existing DTS accounts
  - POC for training is Mr.Mark Edwards

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- **Premium Class Travel**
  - MARADMIN 476/04
  - Requires ACMC or CMC approval
    - Ensure strict adherence to this policy
    - Requests must be fully justified and reported
    - Follow specific reporting instructions in MARADMIN 476
      - Must be on time and in the right format
      - Semi-annual reporting requirement-not quarterly
    - HQMC M&RA reports upward semi-annually

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- **Unused Ticket Reporting**
  - OSD Memo 2 Jun 2004
    - GAO-04-398-background information
    - CMC Washington DC-LPCD 201300Z Oct 05
      - CTO/TMO reporting requirement
      - Please stay involved
      - Meet quarterly reporting suspense
      - Ensure strict adherence to policy
      - On site inspections by Navy Marine Corps Audit Team underway
      - Small Business Contracts being modified to facilitate DTR format
      - HQMC consolidates and reports upward

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- **Patriot Express Restructure**
  - PACOM/USTC looking at all possible ways to continue service to Japan
    - TMOs must ensure compliance with the DTR Part I for AMC first consideration
      - » Marine Corps has always led the ridership charge
      - » Must ensure DTS travel is routed through the TMO for AMC first consideration
  - Expect a final decision on FY07 later this spring

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- **AGTRSv2 Issues**
  - MGySgt Childers taking the lead
    - Resident AGTRSv2 expert
    - Set to provide hands-on training during site visits
    - Will also assist in balancing CBA accounts
  - AGTR will remain an important USMC travel payment tool
    - Traditional travel
    - Bus travel
    - PCS travel

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- **AGTRSv2 Issues (Cont'd)**
  - Microsoft Office 2003
    - Lost capability to create payment disk
    - Work-around instructions provided
    - MGySgt Childers will assist as needed

Note: Do not send payment file to TVCD without consolidating all

like ticket numbers!

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- **Other Support Functions**
  - GSA City Pairs
  - Questionable AMC Travel
  - Space A Travel
  - DTR Part I Reviews/Edits
  - DoD 4500.13R Rewrite
  - DFAS/BOA Request
  - GTR Usage
  - STATCO
  - Student Travel
  - CTO Working Groups

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QUESTIONS